

## Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, December 18, 2019 in the boardroom in the Housing Authority office located at 491 E Center Street Juneau, WI.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Eugene Wurtz, Mary Reak, Shirley Kitchen

Absent: Becky Glewen

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Eugene Wurtz to approve the agenda. The motion was seconded by Mary Reak. Motion carried.

Motion was made by Shirley Kitchen and seconded by Mary Reak to dispense the reading of the November 27, 2019 minutes and approve them as presented. Motion carried.

Public Forum- none

Communications- Received Letter from NEF file review indicating OGLLC tenant files are exceptional.

The Financial reports were reviewed. A motion was made by Shirley Kitchen and seconded by Mary Reak to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. The Board reviewed Dodge 6 check number 6923 to the state of WI, elevator permit. Motion was made Mary Reak and seconded by Shirley Kitchen to approve the bills and pay as due. Motion carried.

Unfinished Business:

Dodge 1, 6 and OGLLC Occupancy Report for period December 2019.

Theresa	12-11	Burnett	12-11	Iron Ridge	8-8	Waupun	48-47
Ashippun	12-12	Lowell	12-11	Juneau	15-14	Oak Gove	24-23
Reeseville	14-14	Hustisford	14-14	Beaver Dam	17-17		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 126 + 1 port out

Occupancy report- Reviewed details of occupancy report.

Maintenance report- Replaced community room doors in building 100 and building 110 in Waupun. Bob put up all Christmas trees. Pest Control Update. Water Heater leak in Lowell.

Tenant/Program participation report- Reviewed details of Tenant/Program Participation Report.

Management- A133 Audited submitted to HUD. Discussed Government shutdown. Processed OGLLC certs for rent increase. InterQuest update windows 10 is scheduled, HAPPY software in April

Phase 2 Update: Received Approval from City and Planning committee. Working on Due Diligence.

Old Business:

- A. None

New Business:

- A. A motion was made by Eugene Wurtz to approve Employee/board member confidentiality policy as presented. The motion was seconded Shirley Kitchen. Motion carried.
- B. A motion was made by Shirley Kitchen to table the Dodge 1 2020/2021 budget. The motion was seconded by Mary Reak. Motion Carried.

Announcements:

The next meeting of the Dodge County Housing Authority is scheduled January 22, 2019 at 8:30a.m.

A motion was made by Mary Reak to adjourn. The motion was seconded by Eugene Wurtz. Motion carried.

Meeting adjourned at 9:20 a.m.

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Glenn Stousland, Chairperson

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Donna Braun, Executive Director

# DODGE COUNTY HOUSING AUTHORITY

491 East Center Street

Juneau, WI 53039

Office 920-386-2866

Fax Number 920-386-2725

## OCCUPANCY REPORT---Rural Development

December 1, 2019

Move-Outs/Move Ins

January 1, 2020

### Dodge 1

Theresa 12-11  
Ashippun 12-12  
Reeseville 14-14  
Burnett 12-11  
Hustisford 14-14  
Lowell 12-11  
Iron Ridge 8-8  
Juneau 15-14  
Beaver Dam 17-17  
Total Vacancies 116 -112  
Percent Vacancy 3.4%

1 M/I

1 M/O

1 M/O

Theresa 12-11  
Ashippun 12-12  
Reeseville 14-14  
Burnett 12-11  
Hustisford 14-14  
Lowell 12-12  
Iron Ridge 8-8  
Juneau 15-13  
Beaver Dam 17-16  
Total Vacancies 116 - 111  
Percent Vacancy 5.2% YTD 4.0%

### Dodge 6

Waupun 48- 47  
Total Vacancies 48-1  
Percent Vacancy 2.1%

1 M/O

Waupun 48-46  
Total Vacancies 48 - 2  
Percent Vacancy 4.2% YTD 2.94%

### Dodge 8/OGLLC

Oak Grove 24 -23  
Percent Vacancy 4.2%

1 M/I

Oak Grove 24-24  
Percent Vacancy 0% YTD 0%

All Units 188 /182 3.2%

All Units 188/182 3.2%

## HUD HOUSING CHOICE VOUCHER PROGRAM

December 1, 2019

Total program participants paid by Dodge County 126 + 1 port out = 127 total

January 1, 2020

Less 0 household removed  
Less 1 households voluntarily off -  
Less 0 port out absorbed  
Less 0 voucher searching  
Added 0 Port In absorbed  
Added 1 New  
Added 0 voucher searching back on program  
Program Participants in Dodge County 126  
Paying for port out 1  
Total program participants we are paying for 127  
Current program participants searching 0  
Current Vouchers Issued 0  
Waiting List 277 after confirmation/purge process. 345 total

Prepared - January 17, 2020